



**CITY OF PIGEON FORGE
DEPARTMENT OF TOURISM**

Senior Group Sales Manager

The City of Pigeon Forge Department of Tourism has an opening for a full-time **Senior Group Sales Manager**. The city offers a highly competitive compensation and benefit package.

Description: This is supervisory, technical, and administrative sales work involving the solicitation, development, and coordination of group tours, AAA offices, and family reunions. Activities associated with the job include overseeing and assisting group sales manager with the creation, development and implementation of marketing ideas, concepts and programs, conducting in-office and off-site sales activities, sales by telephone, personal contacts, mail, and conferences and conventions, initiating calls to potential clients and organizations. Additional activities include attending conferences, conventions, distributing marketing materials, developing and assembling information packets, establishing relationships with area hospitality and attractions sales personnel and generating sales leads. The incumbent also assists with hosting visits for prospective clients, and entertaining prospective clients.

Qualifications: Graduation from an accredited community college with an A.A (A.S.) Degree in marketing, sales administration or related field supplemented with additional training and experience in marketing and sales; thorough knowledge of sales techniques and principles; thorough knowledge of contracts and sales agreements; thorough knowledge of promotion, and the group tour industry; considerable experience working in the marketing or retail sales industries; supervisory experience; strong organizational, interpersonal and decision making skills; valid driver's license required.

Interested candidates should submit an application/resume to: Human Resources Department, City of Pigeon Forge, P.O. Box 1350, Pigeon Forge, TN 37868. Applications can be completed online at <http://cityofpigeonforgetn.gov> under the Human Resources Link. **Applications/resumes' will be accepted until Thursday, April 29, 2021.**

The City of Pigeon Forge is an Equal Opportunity Employer and considers applicants for all positions, including those that are federal or state sponsored, without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. The City is committed to complying with both Titles VI and VII of the *Civil Rights Act of 1964 (42 U.S.C. 2000d)*. The City is a Drug-Free Workplace, and all applicants are subject to a background check, driving history check, and drug testing in accordance with City policy.